

Kelvin Valley & Falkirk LEADER AGM Meeting
Wednesday 14th September 2016 at 1:00pm
Mugdock Country Park, East Dunbartonshire

Present:	Ian Howarth (Chair)	Falkirk Community
	Ellen Archibald	North Lanarkshire Council
	Mike Ewart	CSGNT
	Robert Hunter	Falkirk Community
	Jimmy Hyslop	Scottish Natural Heritage
	Ben Mardall	Falkirk Community Trust
	Ian Jarvis	Friends of Kelvin Valley
	Jim O'Donnell	New College Lanarkshire
	Janice Kennedy	Scottish Enterprise
	Liz Buchanan (Vice Chair)	Visit Scotland
	Niall Campbell	East Dunbartonshire Comm.
	Katie O'Donnell	Scottish Waterways Trust
	Frances Tonner	East Dunbartonshire Council
	Mary Kennedy	East Dunbartonshire Comm.
	Pete Reid	Falkirk Council
	Victoria McRae (Substitute for Karen Herbert)	CVS Falkirk & District

Attending:	Emma McMullen	Programme Manager, LEADER
	Amparo Echenique	Development Officer, LEADER
	Jacqui Davidson	Falkirk Council (Minute Secretary)

Apologies:

Item	Discussion & Decisions	Actions
1	<u>Welcome</u> IH opened the meeting, welcomed those in attendance and introduced Pete Reid, Victoria McRae and Amparo Echenique.	None
2	<u>Apologies</u> No Apologies to note.	None
3	<u>Minutes of 2015 AGM</u> IH asked EM to check the date of the last AGM and insert on the minutes as it was missing. RH proposed minutes and JH seconded.	EM

4	<p><u>Annual Report on work of LAG- Chairman</u> IH delivered his annual report. Continual Public Consultations. Continual Support received from North Lanarkshire-East Dunbartonshire & Falkirk Council Officials. Continual support from the Accountable Body.</p> <p>Successful Launch of Kelvin Valley & Falkirk LAG in October. Successful Meeting held of Rural & Farming Interests. Successful launch of the Sub Committee for Farm Diversification.</p> <p>Acknowledged regular support from Forth Valley LAG Officials.</p> <p>Played our part in the first meeting of all LAG Chairs. All LAG Meetings held. Successful in attracting three new LAG Members.</p> <p>Awarded our first Awards.</p> <p>LAG represented at the Rural Parliament.</p> <p>LAG Project Manager represented us at all Co-coordinators meetings.</p> <p>Special thanks to all LAG Members who provided invaluable assistance to the Project Manager and Chair especially during our first year.</p> <p>Indebted thanks to our Project Manager for the extra-ordinary heavy work load carried out for 11 months before we were able to appoint our Project Development Officer.</p>	None
5	<p><u>Constitution and Business Plan</u> EM explained that following the monitoring visit by the Scottish Government, she was advised that all changes made to the Business Plan must be submitted to the Scottish Government. Therefore, three weeks ago a new Business Plan was issued to LAG members. Additions to the Business Plan were in green and removals in red. Additions included Vice Chair and quorum information to allow local authorities to be able to combine or opt out of a vote.</p> <p>PR asked the Chair to confirm this will be in line with the new audit guidelines. IH confirmed as far as they know.</p>	None

	<p>All members approved the Business Plan changes.</p> <p>6 <u>Financial Statement</u></p> <p>EM noted the expenditure for August 2015-31 March 2016 - £34,572.71; 01 April - 30 June 2016 - £14,561.08; bringing the total to date £49,133.79 (latest quarter not available until October 2016). There has been no project expenditure during the year, just staffing costs. Available Staffing & admin budget £655,971.00, within budget with £606,837.21 remaining.</p> <p>JH asked if LAG provides Scottish Government regular updates to finance profiles. EM confirmed that quarterly spend prediction are submitted.</p>	None
7	<p><u>LAG Membership</u> Since the last AGM three new LAG members have joined and one has resigned.</p>	None
8	<p><u>Any business of which due notice has been received</u> IH confirmed no other business.</p>	None